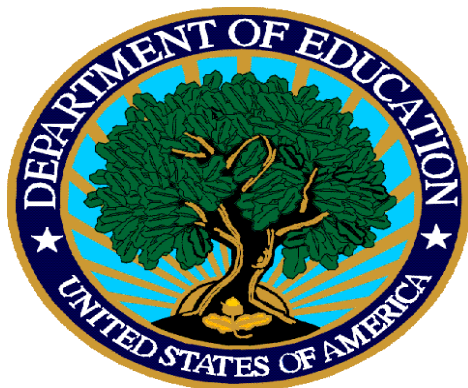


Charter Schools Program Pre-Application Webinar

Exemplary Collaboration Awards

CFDA 84.282P FY 2012



**United States Department of
Education**
Office of Innovation and Improvement
August 6, 2012

Charter Schools Program Application Training

**Exemplary Collaboration Awards
CDFA 84.282P, FY 2012**

*United States Department of Education
Office of Innovation and Improvement*



**Nancy Paulu
Charter Schools Program**

Welcome

Stefan Huh, Director Charter Schools Program Office of Innovation and Improvement

- Importance of Charter School Exemplary Collaboration Awards
- Introductions:
 - Nancy Paulu
 - Erin Pfeltz
 - National Charter Schools Resource Center



Meeting Logistics

Webinar

- Use chat function for questions or comments.
- If the Charter Schools Program staff does not respond to your question during the Webinar, please send the question to the Collaboration Awards competition contact person, Nancy Paulu, at nancy.paulu@ed.gov.



Agenda

- 84.282P –Charter School Exemplary Collaboration Awards
 - Purpose and goals
 - Eligibility requirements
 - Funding restrictions and budgets
 - Priority and Selection Criteria
- Grants.gov (Register and submit early!)
- Application Components



Applications are due by:

August 29, 2012 at 4:30:00 PM

Washington, DC time



IMPORTANT NOTE

The Federal Register notice contains important information and more details than what we can cover today. We recommend all applicants read the entire notice in the Federal Register before beginning their application. Applicants must follow the Application Procedures as described in the Federal Register notice announcing the Charter School Program Exemplary Collaboration Awards competition.



Purpose of the Charter Schools Program (CSP)

To increase national understanding of the charter schools model by—

- Providing financial assistance for the planning, program design, and initial implementation of charter schools;
- Evaluating the effects of charter schools, including the effects on students, student academic achievement, staff, and parents;
- Expanding the number of high-quality charter schools available to students across the Nation; and
- Encouraging States to fund charter school facilities in an amount that is more commensurate with the amount States have typically provided for traditional public schools.

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Purpose of the Collaboration Awards Competition (84.282P)

- The purpose of the Collaboration Awards competition is to encourage high-quality charter schools (as defined in the Federal Register notice) to partner with non-chartered public schools and non-chartered LEAs to share and transfer best educational and operational practices, and to disseminate information about such practices.
- By promoting strong partnerships and supporting the dissemination of information about the activities carried out through these partnerships, these Collaboration Awards should facilitate the change of best practices between public charter schools, non-chartered public schools, and non-chartered LEAs; and help the Department identify and publicize successful collaborations.

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Purpose of 84.282P Competition--continued

- The Collaboration Awards competition is designed to encourage public charter schools, non-chartered public schools, and non-chartered LEAs to share resources and responsibilities; build trust and teamwork; boost academic excellence; and provide students and their parents with a range of effective educational options.
- The Department, through the Collaboration Awards competition, aims to increase national understanding of the charter school model.



Collaboration--definition

Collaboration means the activities of a partnership in which two or more organizations or entities work together to accomplish a common goal, which may involve sharing or transferring best practices or strategies.



Eligible Applicants for 84.282P

- Eligible applicants must be high-quality charter schools (as defined in the Federal Register notice) that apply in partnership with at least one non-chartered public school (as defined in the Federal Register notice) or non-chartered LEA (as defined in the Federal Register notice) and have the support of the partner(s) to participate in the Collaboration Awards competition in accordance with the requirements in the Application Requirements section of the Federal Register notice.



Eligible Applicants for 84.282P--continued

- Other public charter schools that do not qualify as high-quality charter schools may be included in the collaboration so long as: (1) the lead applicant is a high-quality charter school; (2) the lead applicant is separate and distinct from any other charter schools included as partners in the collaboration; and (3) at least one non-chartered public school (as defined in the Federal Register notice) or non-chartered LEA (as defined in the Federal Register notice) also is a part of the collaboration.



Eligible Applicants--continued

- The partnership must comply with the requirements for group applications set forth in 34 CFR 75.127-75.129.

NOTE: Only an eligible applicant (a high-quality charter school) may apply for a grant or be the fiscal agent for a grant. Thus, neither a non-chartered public school, nor a non-chartered LEA is eligible to serve as the lead applicant or fiscal agent for a Collaboration Award. Nor is a public school that is not a high-quality charter school eligible to serve as the lead applicant or fiscal agent.

- Eligible applicants may not have any significant compliance issues (as defined in the Federal Register notice), including in the areas of student safety, financial management, statutory or regulatory compliance.

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Exemplary and High-Quality

The Collaboration Awards competition emphasizes quality.

- Applicants must be *high-quality charter schools*. One selection criterion allows reviewers to provide points based on the extent to which they judge the applicant to be high-quality.
- Collaborations are expected to be *exemplary*. The seven Selection Criterion were selected to allow the U.S. Department of Education to identify *high-quality charter schools* involved in *exemplary collaborations*.

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High-Quality Charter School— Definition

A charter school (as defined in section 5210 (1) of the ESEA) that has no significant compliance issue (as defined in the Federal Register notice) and shows evidence of strong academic results for the past 3 years (or over the life of the school, if the school has been open for fewer than 3 years), based on the following factors:

1. Increased student achievement (as defined in the Federal Register notice) and attainment for all students, including, as applicable, educationally disadvantaged students served by the charter school.



High-Quality Charter School— continued

2. Either:
- i. Demonstrated success in closing historic achievement gaps for the subgroups * of students described in section 1111(b)(2)(C)(v)(II) of the ESEA at the charter school; or
 - ii. No significant achievements gaps between any of the subgroups of students described in section 1111(b)(2)(C)(v)(II) of the ESEA at the charter schools and significant gains in student achievement (as defined in the Federal Register notice) with all populations of students served by the charter school.

(*Economically disadvantaged students, students from major racial and ethnic groups, students with disabilities, students with limited English proficiency)

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High-Quality Charter School— continued

3. Results (including, where applicable and available, performance on statewide tests, attendance and retention rates, high school graduation rates, college attendance rates, and college persistence rates) for low-income and other educationally disadvantaged students served by the charter school that are above the average academic achievement results for such students in the State.

Significant compliance issue means a violation that did, will, or could lead to the revocation of a school's charter .



Awards Information

- Type of Awards: Discretionary grants.
- Estimated Available Funds: The FY 2012 appropriation for the Charter Schools Program is \$255,036,069, of which the Department plans to use up to \$500,000 for this competition. Contingent upon the availability of funds and the quality of the applications received, we may make additional Awards in FY 2013 from the list of unfunded applications from this competition.
- Estimated Range of Awards: \$50,000 to \$200,000.
- Estimated Number of Awards: 3-5.
- Project Period: 12 – 24 months.

Note: The Department is not bound by any estimates in this notice.

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Funding Restrictions

Grantees under this program must use the grant funds for one or more of the following:

- Continuing the collaboration for which it received the award, as described in its grant application,
- Modifying the collaboration for which it received the award, as described in its grant application;
- Expanding the collaboration for which it received the award by adding additional areas of collaboration, as described in the application;
- Expanding the collaboration by adding additional partners, as described in the grant application. The partners can include non-chartered public schools (as defined in the Federal Register notice), non-chartered LEAs (as described in the Federal Register notice) or public charter schools that are either high quality (as defined in the Federal Register notice) or less than high quality.

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Funding Restrictions--continued

- Collaboration Award recipients must also use a portion of the grant funds to disseminate information about the collaboration activities to other public schools, including public charter schools, non-chartered public schools (as defined in the Federal Register notice), and non-chartered LEAs (as defined in the Federal register notice). All activities must fall within the scope of authorized activities set forth in section 5205(a) of the ESEA.



Funding Restrictions and Budgets

Applicants must ensure that all costs included in the proposed budget are reasonable and necessary in light of the goals and objectives of the proposed project. Any costs determined to be unreasonable or unnecessary will be removed from the final budget.

The budget should include only costs that are allowable, reasonable, and necessary. In the Budget Narrative Attachment, provide an itemized budget narrative, by project year, for each budget category. Provide a justification for costs included.



One Competitive Priority

Competitive Priority: This competition includes ones competitive preference priority from the notice of final supplemental priorities and definitions for discretionary grant programs published in the Federal Register on December 15, 2010 (75 FR 78486), and corrected on May 12, 2011 (76 FR 27637)

For FY 2012 and any subsequent year in which we make awards based on the list of unfunded applicants from this competition, this priority is a competitive preference priority. Under 34 CFR 75.105(c)(2)(i) we award up to 5 points to an applicant, depending on how well the applicant meets this competitive preference priority.

Note: In order to receive preference under this competitive preference priority, the applicant must specify that it is responding to this competitive preference priority.



Competitive Preference Priority--Details

Turning Around Persistently Lowest-Achieving Schools. (up to 5 points) To meet this priority, projects must be designed to address one or more of the following priority areas:

- Improving student achievement (as defined in the Federal Register notice) in persistently lowest-achieving schools (as defined in the Federal Register notice).
- Increasing graduation rates (as defined in the Federal Register notice) and college enrollment rates for students in persistently lowest-achieving schools (as defined in the Federal Register notice).
- Providing services to students enrolled in persistently lowest-achieving schools.

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Competitive Priority—More Details

Note: For purposes of this priority, the Department considers schools that are identified as Tier I or Tier II schools under the School Improvement Grants Program (see 75 FR 66363) as part of a State's approved FY 2009 or FY 2010 applications to be persistently lowest-achieving schools. A list of these Tier I and Tier II schools can be found on the Department's web site at <http://www2.ed.gov/programs/sif/index.html>.



Selection Criteria

- The selection criteria for this competition (84.282P) are from the notice of final definitions, requirements, and selection criteria for this program; published in the Federal Register notice; as well from section 34 CFR 75.210 of EDGAR. The maximum possible score for all the criteria is 95 points. Up to an additional 5 points is possible for the competitive priority.
- In evaluating an application for a Collaboration Award, the Secretary considers seven criteria.



1. Record of and Potential for Success of Collaboration (up to 15 points).

1. The extent to which the applicant's past or existing collaboration improved educational outcomes and operational practices; and
2. The extent to which the applicant's proposed collaboration and dissemination plan will achieve one or more of the following demonstrable results:
 - (i) Improved operational practices and productivity among all partners in such areas as financial performance and sustainability, governing board performance and stewardship, and parent and community engagement;
 - (ii) Improved student achievement (as defined in the Federal Register notice);
 - (iii) Improved student attendance and retention, and improved high school graduation rate;
 - (iv) Improved rates of college matriculation and college graduation;
 - (v) Improved rates of attendance and graduation from other post- secondary (non-college) institutions or programs.

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2. Quality of the Lead Applicant **(up to 15 point).**

(1) The degree, including the consistency over the past three years, to which the applicant has demonstrated success in significantly increasing student achievement (as defined in the Federal Register notice) and attainment for all students, including, as applicable, educationally disadvantaged students served by the charter schools.

(2) Either—

(i) The degree, including the consistency over the past three years, to which the applicant has demonstrated success in closing historic achievement gaps for the subgroups of students described in section 1111(b)(2)(C)(v)(II) of the ESEA at the charter schools; or

(ii) The degree, including the consistency over the past three years, to which there have not been significant achievement gaps between any of the subgroups of students described in section 1111(b)(2)(C)(v)(II) of the ESEA at the charter school and to which significant gains in student academic (as defined in the Federal Register notice) have been made with all portions of students served by the charter school.



Quality of the lead applicant-- continued

(3) The degree, including the consistency over the past three years, to which the applicant has achieved results (including, where applicable and available, performance on statewide tests, student attendance and retention rates, high school graduation rates, college attendance rates, and college persistence rates) for students from low-income families and other educationally disadvantaged students served by the charter school that are above the average academic achievement results for such students attending other public schools in the State.



Student Achievement--Definition

Student achievement means—

(a) For tested grades and subjects: (1) a student's score on the State's assessments under the ESEA; and (2) as appropriate, other measures of student learning, such as those described in paragraph (b) of this definition, provided they are rigorous and comparable across schools.

(b) For non-tested grades and subjects: alternative measures of student learning and performance, such as student scores on pre-tests and end-of-course tests; student performance on English proficiency assessments; and other measures of student achievement that are rigorous and comparable across schools.



3. Quality of the Project Design (up to 15 points).

The extent to which the applicant proposes a high-quality plan to use its Collaboration Award funds to improve educational outcomes and operational practices in public schools, including charter schools.



4. Potential for Scalability (up to 15 points).

The extent to which the applicant's proposed collaboration can be replicated or adapted beyond the participating partners by other public schools or LEAs, including public charter schools and charter school LEAs, and sustained over the long-term.



5. Innovation (up to 15 points).

The extent to which the applicant demonstrates that it's proposed collaboration, as well as its dissemination plan, are either (i) substantially different from other efforts in its area of focus; or (ii) substantially more effective than similar efforts in its area of focus.



6. Quality of Project Personnel **(up to 10 points).**

The Secretary considers the quality of the personnel who will carry out the proposed project. In determining the quality of the project personnel, the Secretary considers the extent to which the applicant encourages applications from persons who are members of groups that have traditionally been underrepresented based on race, color, national origin, gender, age, or disability. In addition, the Secretary considers the following factors:

- (i) the qualifications, including relevant training and experience, of the project director or principal investigator; and
- (ii) the qualifications, including relevant training and experience, of key project personnel.



7. Quality of the Management Plan (up to 10 points).

The Secretary considers the quality of the management plan for the proposed project. In determining the quality of the management plan for the proposed project, the Secretary considers the adequacy of the management plan to achieve the objectives of the proposed project on time and within the budget, including clearly defined responsibilities, timelines, and milestones for accomplishing project tasks.



Electronic Applications for Federal Discretionary Grants



*United States Department of Education
Office of Innovation and Improvement*

Charter Schools Program

What is Grants.gov?

- An external application system used throughout the Federal government
- Applications are available at www.grants.gov



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Federal Register Notice – Application Information

- Due Date and Time
- Program Contact Information
- Page Limits and Formatting
- Allowable File Types
- Mandatory or Optional Electronic Submission
 - Exemptions to mandatory electronic submission
- System for Submitting

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Applications are due by:

August 29, 2012 at 4:30:00 PM
Washington, DC time

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Electronic Submission Requirement

- Applications for grants under this program must be submitted electronically, unless you qualify for an exception to this requirement in accordance with the instructions in the Notice.
- **Applications are due no later than August 29 at 4:30:00 PM, Washington, DC time.**



Grants.gov Registration Process

The Grants.gov registration process involves five (5) basic steps:

1. Obtain a DUNS number
2. Register with SAM
3. Set up your Authorized Organization Representative (AOR) profile
4. Get authorized as an AOR by your organization's e-Biz POC
5. Track your AOR status

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Grants.gov Registration Process

The Grants.gov registration process takes **5 or more business days** to complete. Grants.gov recommends allowing yourself 4 weeks for completion.

You do not have to register with Grants.gov if you only want to find grant opportunities or to download application packages – **but you MUST register to SUBMIT!**

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Grants.gov Registration Process

Step 1: Register Your Organization

To do business with the Department of Education, your organization must have a DUNS number (Data Universal Numbering System) and a TIN (Taxpayer Identification Number). If your organization does not have a DUNS number, you can call 1-866-705-5711. Check with your organization's grant office before obtaining a DUNS number. **Use the same DUNS number used on the SF 424 form.** Obtain a TIN from the Internal Revenue Service.

Step 2: Register with SAM (has replaced CCR)

If you already have a TIN, your SAM registration will take 3-5 business days to process. If you are applying for an EIN please allow up to 2 weeks. Ensure that your organization is registered with the System for Award Management (SAM) at [System for Award Management \(SAM\)](#). If your organization is not, an authorizing official of your organization must register. Remember, this can take **three to five business days or up to two weeks.**

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Grants.gov Registration Process

Step 3: AOR Registration

- If you are submitting your application via Grants.gov, you must (1) be designated by your organization as an Authorized Organization Representative (AOR); and (2) register yourself with Grants.gov as an AOR
- Create your Authorized Organization Representative (AOR) registration to obtain your username and password. You will need your organization DUNS number to complete the profile.

Step 4: Confirm AOR Registration

The E-Business Point of Contact at your organization will receive your registration from Grants.gov. The E-Biz POC will then authorize you as an AOR. The E-Biz POC is usually someone in your grants office. Only an AOR may submit an application.

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Grants.gov Registration Process

Step 5: Track your AOR status.

- The length of time is contingent upon how long it takes your E-Biz POC to authorize you as an AOR. There may be more than one AOR at the organization.
- All 5 registration steps can be found on the Grants.gov website.

http://www.grants.gov/applicants/organization_registration.jsp



Grants.gov Application Package

- Review “Grants.gov Submission Procedures and Tips for Applicants” in application package.
- Applicant must download the correct version of Adobe in order to read any Grants.gov application packages.
- In Adobe, applicants must move all mandatory forms from left to right, in order to open each form.
- Once the form is on the right side, applicant can complete and **SAVE** each form; while in process, the application package is saved offline.
- Press the final **SAVE & SUBMIT** button before the final submission of the application.



Grants.gov Application Package

- Save often.
- Includes both forms and attachments.
- Submit all documents as **PDF files**.
- Once you download the application, multiple people can work on it, and you work offline.
- Once the application is complete, the “save and submit” button becomes active.



Grants.gov Application Submission

Successful Submission Unsuccessful Submission

- Applicants should receive a confirmation email with a time and date stamp and an assigned tracking number from Grants.gov.
 - Applicants should receive a validation email from Grants.gov. This means the application is ready for Department pickup.
 - Applicant should receive an email with their assigned PR Awards # (U282P12XXXX).
- Applicants should receive a confirmation email with a time and date stamp and an assigned tracking number from Grants.gov.
 - If the application is received after **4:30:00 pm on August 29, 2012** or validation is not successful, applicant should receive an error email.
 - Email may list the error, or applicant can use their tracking number to find the submission error.

Grants.gov Application Submission

Verify Submission is on time and validated successfully

- To check, login to Grants.gov and click on the Track My Application link
- Date/time received should be earlier than 4:30:00 p.m. on August 29, 2012.
- Application status should be “Validated”.
- **Do not rely solely on email to confirm whether your application has been received on time and validated successfully.**



Alert
Beginning August 9, 2011, Grants.gov will reject applications if applicant CCR registration is expired. View the [Grants.gov Blog](#) for more details.

FOR APPLICANTS

[Applicant Login](#)
[Find Grant Opportunities](#)
[Get Registered](#)
[Apply for Grants](#)
[Track My Application](#)
[Applicant Resources](#)
[Search, FAQs, Userguides and site information](#)

APPLICANT SYSTEM-TO-SYSTEM

FOR GRANTORS

[ABOUT GRANTS.GOV](#)
[HELP](#)
[CONTACT US](#)
[SITE MAP](#)

Grants.gov Application Submission

**Do not rely solely on email to confirm
whether your application has been
received
on time and validated successfully!**



Grants.gov Submission

- **Save a copy of your application.**
- **We may request original signatures on forms at a later date.**



Grants.gov Submission

- Users may resubmit their application at any point up until the closing date and time; we review the most recent submission before the due date and time.

Closing Date: August 29, 2012, 4:30:00 PM Washington, DC time



Grants.gov Availability

If you are experiencing problems submitting your application through Grants.gov, please contact the Grants.gov Support Desk at 800-518-4726. You must obtain a Grants.gov Support Desk Case Number and must keep a record of it.

If you are prevented from electronically submitting your application on the application deadline date because of technical problems with the Grants.gov system, we will grant you an extension until 4:30:00 p.m. (Washington, DC time), the following day to enable you to transmit your application electronically, by hand delivery, or through the mail following the instructions in the Notice.



Grants.gov Availability

If you submit an application after 4:30:00 p.m. (Washington, DC time) on August 29, 2012, contact the person listed in the Notice and provide an explanation of the technical problem you experienced with Grants.gov, along with the Grants.gov Support Desk Case Number. We will accept your explanation if we can confirm that a technical problem occurred with the Grants.gov system and that a problem affected your ability to submit your application by the deadline.

The Department will contact you after a determination is made on whether your application will be accepted.



Grants.gov Availability

These extensions apply only to the **unavailability of, or technical problems with**, the Grants.gov system. We will not grant you an extension if you failed to fully register to submit your application on Grants.gov before the application deadline date and time or if the technical problem you experienced is unrelated to the Grants.gov system.



Application Package Components



*United States Department of Education
Office of Innovation and Improvement*

Charter Schools Program

Required Sections

Forms

- SF 424
- ED Supplement for SF 424
- ED 524
- SF 424B
- Grants.gov Lobbying Form
- SF LLL
- GEPA statement
- EEO Survey

All of these forms, along with instructions, are in the application package.

Narratives

- ED Abstract
- Project Narrative
- Other Attachments
- Budget Narrative

Upload the narrative and all other attachments to your application in PDF read-only, non modifiable format.



SF 424

Please fill out the following form. You can save data typed into this form.

Highlight Fields

View Burden Statement

OMB Number: 4040-0004
Expiration Date: 03/31/2012

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
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* 3. Date Received: Completed by Grants.gov upon submission.	4. Applicant Identifier: <input type="text"/>
--	---

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
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State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
--	--

8. APPLICANT INFORMATION:

* a. Legal Name: <input type="text"/>	
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/>	* c. Organizational DUNS: <input type="text"/>

d. Address:

* Street1:	<input type="text"/>
Street2:	<input type="text"/>
* City:	<input type="text"/>

SF 424

8c – Organizational DUNS. This must be the same DUNS number used when you registered with Grants.gov.

16a-b – Congressional District. Enter the district the applicant organization is located in, and the district in which activities will occur.

17a-b – Proposed Project Start and End Dates. The start date will be October 1, 2012. This grant can be for up to 24 months.

18 – Estimated Funding. This should show the total amount requested for the project.

19 – EO 12372. This program is not subject to the Executive Order.



ED 524

- Section A is required.
- Funds requested should match the detailed budget narrative required in another segment of application.
 - If you have an approved indirect cost rate, provide the details in the budget narrative as well.
 - Construction is not an allowable cost.
- Section B should only be completed if you are making a matching commitment. This program does not require a match.



GEPA Statement

- Section 427 of GEPA requires an applicant for federal funds to include a description of the steps they will take to ensure equitable access to and participation in the grant project.
- Not simply a non-discrimination statement.
- To meet this requirement, applicants must include a statement that does two things:
 1. Identify at least one barrier that would prevent someone from participating in grant activities.
 2. Explain what will be done to overcome the barrier.



Grants.gov Narrative Attachments

Other Attachment File(s)

* Mandatory Other Attachment Filename:

Add Mandatory Other Attachment

Delete Mandatory Other Attachment

View Mandatory Other Attachment

To add more "Other Attachment" attachments, please use the attachment buttons below.

Add Optional Other Attachment

Delete Optional Other Attachment

View Optional Other Attachment

Abstract Narrative

ED Abstract:

- The abstract narrative must include the name and address of the organization and the name, phone number, and e-mail address of the contact person for this project.
- The abstract should briefly and clear state the project title (if applicable), goals, expected outcomes, and contributions for research, policy, practice, etc.
- Use language that a range of audiences can understand.
- The abstract can be either double- or single-spaced.



Application Narrative

1. The narrative should address:
 - The selection criteria;
 - The competitive priority; and
 - The application requirements.
2. Double-space all text in the narrative, and use a font that is either 12 point or larger or no smaller than 10 pitch (characters per inch).
3. Provide a table of contents.



Application Narrative-- continued

4. The following information, (described in the Application Requirements section of Federal Register notice) must be included in the application narrative:

- A clear description of the goals and desired outcomes of the proposed collaboration and current or proposed measures that would be used to gauge success in meeting those goals and described outcomes;
- A description of any past, existing, or anticipated obstacles to implementing the collaboration or to disseminating information about the collaboration, and the strategies that were or will be used to overcome the obstacles;



Application Narrative-- continued

- An explanation of how the award money will be used to implement the collaboration and to disseminate information about the collaboration in accordance with section 5205(a) of the ESEA; and
- Specifics as to how the award money will be allocated between the lead applicant and partner(s) names in the application, including the specific activities that will be carried out by the lead applicant and its partner(s).



Other Attachments

- Include resumes for the project director and other key personnel identified in your application.
- Submit a partnership agreement that meets the requirements of 34 CFR 75.128(b). The agreement should include written assurances from authorized officials of the entities involved in the partnership that all participants:
 - (a) Agree to submit an application for an award and have read, understand, and agree with the application for the competition; and
 - (b) Authorize the executive summary or narrative of the application, with proprietary information redacted, to be published on the U.S. Department of Education's Web site (ed.gov), data.ed.gov, the National Charter School Resource Center web site (charterschoolcenter.org) or any other Web site or publication deemed appropriate by the Secretary.

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Budget Narrative

Provide an itemized budget narrative that gives more detailed information about expenses in each category listed in Section A of the ED 524 form. If you have proposed a grant period that extends beyond one year, break down each category according to the budget year.

Resources: OMB Circular A-122

This is a non-construction grant. CSP funds may not be used for construction or to add to the permanent value of a property or appreciably prolong its life.



Awards Notices

If your application is successful, we will notify your U.S. Representative and U.S. Senators and send you a Grant Awards Notification (GAN). We may also notify you informally, as well.

If your application is not evaluated or not selected for funding, we will notify you.



For Information and Assistance

Charter Schools Program (CSP) staff

- Nancy Paulu
 - nancy.paulu@ed.gov, (202) 205-5392

Grants.gov

- support@grants.gov, (800) 518-4726



Closing Date

August 29, 2012, 4:30:00 PM
Washington, DC time

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